

KING COUNTY COMBINED FUNDERS NOTICE OF FUNDING AVAILABILITY

2012 Combined NOFA for Housing with Supportive Services For Homeless Families, Individuals and Young Adults

- Capital Funding for New Affordable Housing
- Operating Support, Rental Assistance & Supportive Services for New and Existing Housing



City of Seattle

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ARCH

A Regional Coalition for

Housing

Arthur Sullivan, Director



**BUILDING
CHANGES**

END HOMELESSNESS
TOGETHER

Alice Shobe, Executive Director

 **KING COUNTY
HOUSING AUTHORITY**

King County Housing Authority

Stephen Norman, Executive Director

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I. OVERVIEW

The King County Homeless Housing Funder Group is pleased to announce a combined funding round for housing with supportive services to address homelessness throughout King County. Seven public and private funders will allocate approximately \$43 million in combined funds through this NOFA.

The intent of the combined NOFA is to provide streamlined application processes, reviews and awards to expedite providers' ability to implement projects and house homeless households.

II. APPLICATION WORKSHOP

Organizations interested in applying for any of the funds announced in this NOFA are strongly encouraged to attend the Application Workshop. The funders will give an overview of the common funding priorities in this round, and provide information about each of their funding and application processes.

APPLICATION WORKSHOP

Friday, June 22, 2012

9:30 a.m. to 11:30 a.m.

Bellevue City Hall, Room 1E-108

III. IMPLEMENTING THE PLAN TO END HOMELESSNESS IN KING COUNTY

The Committee to End Homelessness in King County (CEHKC) comprises a coalition of non-profit organizations, government, faith communities, homeless people, businesses, and other supporters. In Spring 2005 CEHKC released the Ten-Year Plan to End Homelessness in King County. One of the priorities set by the CEHKC Governing Board and Interagency Council, overseeing implementation of the plan, is to improve efficiency and coordination of existing resources. This joint allocation of capital, operating support, rental assistances and service funding for supportive housing is designed to address this goal.

This is the eighth countywide homeless funding effort to coordinate the application and allocation process for proposals that meet the goals of the Ten Year Plan to End Homelessness. From the time the plan was adopted in 2005, through 2011, a total of 5,046 units of housing for homeless households have been brought into operation, or are in the production pipeline. The Ten Year Plan goal is 9,500 additional units of housing available to homeless households countywide.

I. 2012 NOFA PRIORITIES

2012 funding priorities were established by the King County Funders Group, which includes representatives from the City of Seattle, King County, United Way of King County, The Bill and Melinda Gates Foundation, A Regional Coalition for Housing (ARCH), King County and Seattle Housing Authorities, Suburban Cities, Building Changes and the Committee to End Homelessness. These priorities apply to non-time-limited housing with supportive services. See the Related Funding Opportunities section for time-limited homeless housing and other related funding opportunities.

Applications reviewed under these priorities are subject to funds available. Capital project applications reviewed under these priorities in the 2012 funding round will be also reviewed for a pre-commitment of operating and/or services support, and will be expected to show leverage of other appropriate sources of operating and services support to the maximum extent feasible. Final awards of operating and services funds will be determined in the year prior to the project opening.

CAPITAL FUNDING PRIORITIES

Given the limitations and restrictions related to the funds available at the Washington State Housing Trust Fund and the reduced amount of 2013 tax credit allocation available in King County, capital funds this round should be assumed to be exceptionally limited. Capital projects will have to demonstrate 1) a convincing plan to assemble all necessary capital funding; 2) strength and capacity of their organization to complete the project on time, within budget, and to operate it over 50 years; 3) the ability to maximize leveraged resources, as well as demonstrate the cost-effective use of limited resources. The Funders strongly encourage no more than one capital application per agency. Priorities for capital funding include:

- 1. Continue to Support the Campaign to End Chronic Homelessness and Expand the Continuum of Housing for Chronically Homeless Individuals:** In 2012, capital funding for new service-intensive permanent housing projects with 24/7 front desk staffing will be extremely limited and only funded if projects can clearly show that they are not primarily dependent on services and operating funds available through the Combined NOFA for Homeless Housing. Due to the number of previously funded 24/7 capital projects that are in the pipeline and eligible for renewal of operating and services funding, local dollars are very limited and should not be expected to cover the full costs of the expensive service and operating budgets attributed to service-intensive 24/7 buildings. Depending on the project, an agency may seek other ways to cover the high costs associated with this housing model, such as sharing staff from nearby programs with excess capacity, employing residents to provide front desk coverage, and using committed private funds.

Funders are particularly interested in a portion of the limited number of service-intensive units funded in 2012 to support the needs of veterans and their families, and the ability to leverage veteran specific subsidies or McKinney bonus funding will be a factor when considering projects that may include service-intensive units as a component.

In an effort to expand the continuum of housing for chronically homeless individuals, the Funders anticipate funding one or more projects, up to a total of approximately 70 units, that will provide graduation or “next step” housing for persons/households who are ready to transition out of the existing portfolio of permanent supportive housing with 24/7 front desk support and intensive services. Graduation units will facilitate the movement of persons/households to less service-intensive housing when they are ready to take that step, thereby freeing up a new unit for a new homeless household

with intensive support needs. While the units do not all have to be in one project, it is important to consider the potential need for unit clusters (five or more units on one location) in order to achieve economies of scale regarding services that may be needed during the transition. While this population must be ready for a much lower level of services than that provided in 24/7 service-intensive projects, it is anticipated that a much lower level of services may be needed for a significant period of time, depending on individual needs.

- 2. Supportive Housing for Homeless Households with Low to Moderate Needs:** Support non-time-limited housing units for homeless households with very low to moderate service needs.

Units for households with lower service needs should focus on housing those who do not need services long-term, but due to their current situation are expected to need a housing subsidy for a long period of time. Services will be very light or expected to decrease significantly or entirely once the household moves in and gets connected to their community (see additional information below regarding services).

Projects under this priority must promote the overall functioning and development of our homeless system. Examples include:

- a) creating opportunities for homeless and at-risk veterans and their families with low and moderate service needs (funders are particularly interested in units serving veterans and their families in the 2012 round);
- b) creating opportunities for homeless households to be rapidly re-housed to permanent housing (where a subsidy may be needed long-term but services will not be needed or will decrease over time);
- c) taking referrals from the coordinated entry system for homeless families;
- d) taking referrals from the coordinated entry system for homeless adults without children, which is intended to be developed in the coming years;
- e) taking referrals from the coordinated entry system for homeless youth/young adults, which is intended to be developed in 2012 and implemented in 2013.

COMBINED OPERATING SUPPORT, RENTAL ASSISTANCE & SUPPORTIVE SERVICES PRIORITIES

Allocations for combined operating support, rental assistance and services (ORS) funding in 2012 will be extremely competitive. As in 2011, projects that received operating support, rental assistance and supportive services funding under previous funding rounds of the combined ORS RFP since 2006, with forthcoming expiring contracts, will be eligible to re-apply for funding in this round. Applications from agencies re-applying to receive funding for a particular project, as well as applications from agencies for new projects, will all be subject to the priorities and evaluation factors expressed in this Combined NOFA. Funders will evaluate re-applications carefully and will consider the project's performance, need for ongoing funding and the implications for the existing homeless housing capacity throughout our communities and region. As discussed in prior funding rounds, re-applications are not guaranteed continued funding or funding at previous levels.

The funders expect all projects applying for combined ORS funding under the NOFA to leverage operating and services funding from other sources to the maximum extent feasible, including, but not limited to such sources as McKinney, VA sources, Medicaid and private fundraising.

The following priorities for services, operating and rental assistance funding are listed in order of importance:

- 1. New Capital Pipeline Projects and Renewing Capital Projects Funded in Previous ORS Rounds:** Ensure that capital projects with contractual agreements to provide permanent homeless housing units with

supportive services, which have been funded under the King County Combined NOFA for Homeless Housing, have sufficient operating support or rental subsidies and appropriate levels of service funds to support their residents. Funders expect at least **350** new and previously funded capital units to apply for services, operating and rental assistance funding in this round. This priority applies to:

- a) New capital projects funded to provide dedicated homeless housing units with supportive services that are scheduled to complete construction and begin leasing by the end of 2013¹.
- b) Existing homeless housing capital projects awarded ORS funding in 2007 with contracts expiring in 2013.

Funders in this Combined NOFA consider an acceptable total operating and services cost range of approximately \$10,000 to \$12,000 per capital unit per year for 24/7 projects with intensive services. Other projects with moderate and lower service levels should not exceed \$6,000 to \$9,000 per capital unit per year. All proposals are expected to leverage other funding.

- 2. Other Projects Providing Access to Non-Time-Limited Housing for Homeless Households:** This category will be extremely competitive in 2012 due to the large number of newly funded and existing capital projects that are eligible to apply in the highest priority category. This category supports access to non-time-limited or permanent housing for homeless households with a range of service needs, including moderate and low service needs. Projects must show operating and service budgets appropriate to the project proposal, and projects serving households that do not need 24/7 front desk support and intensive services must have budgets that are significantly less costly. The acceptable total operating and services cost range for these projects is approximately \$6,000 to \$9,000 per capital unit per year.

Units for households with lower service needs should focus on housing those who do not need services long-term, but due to their current situation are expected to need a housing subsidy for a long period of time. Services will be very light or expected to decrease significantly or entirely once the household moves in and gets connected to their community. Additionally, services programming for this population should be “recovery based” and help provide opportunities to increase household income and financial stability in order to allow for movement out of a subsidized housing resource in the future (so that housing units can be freed up for other households in need).

Projects under this priority must promote the overall functioning and development of our homeless system. Examples include:

- a) creating opportunities for homeless and at-risk veterans and their families with low and moderate service needs;
- b) creating opportunities for homeless households to be rapidly re-housed to permanent housing (where a subsidy may be needed long-term but services will not be needed or will decrease over time);
- c) taking referrals from the coordinated entry system for homeless families;
- d) taking referrals from the coordinated entry system for homeless adults without children, which is intended to be developed in the coming years;
- e) taking referrals from the coordinated entry system for homeless youth/young adults, which is intended to be begin development during 2012 and to be implemented in 2013.

¹ An exception may be made on a case by case basis for a project that experiences delay due to issues that are beyond the control of the agency, including neighborhood opposition.

FAMILY HOMELESSNESS INITIATIVE PRIORITY

This priority is part of the Family Homelessness Initiative discussed in more detail in the Related Funding Opportunities and Emerging Systems section of this NOFA on page 15. During the first phase of system re-alignment, funding will support the current network of family homeless providers in re-aligning existing programs, while investing new resources to fill gaps and enhance system strategies. The purpose of these funds are to support agencies in their work to realign their services and housing models to the Housing Stabilization Approach with the intentions of reducing the length of time families spend homeless and increasing long term housing stability. The funding priorities for 2012 include:

1. Innovative Strategy Grants

- Housing-Focused Assistance (staffing or direct client assistance for re-housing) to support shelter program conversion to Interim Housing through:
 - Encourage risk-taking and innovation in service delivery
 - Support new/enhanced programming strategies
 - Flexible funding with accountability
 - Attention to long term sustainability (of newly funded strategies)

2. Capacity-Building Grants

- To provide resources to agencies to align with service approaches (strategic plan development, staff retreats, individualized training, change management support)
- To supplement, not duplicate, technical assistance (TA) and professional development opportunities provided through the systems transformation process of the Family Homelessness Initiative.

3. Mainstream Systems Collaboration Grants

- Innovative strategies to connect families with mainstream systems and/or supports to increase financial security for long-term housing stability.

The City of Seattle's Communities Supporting Safe and Stable Investment Plan provides a framework for HSD investments in community solutions that are preventing and ending homelessness. HSD will make funding available in 2012 through Requests for Investments, Requests for Qualifications and a Letter of Intent process. Funding for programs assisting families with children will be coordinated with implementation strategies of the King County Family Homelessness Initiative and the realignment of the existing shelter, transitional housing, rapid re-housing programs and service enriched housing programs.

Note: Individual funders administer funding sources with broader eligible uses than the priorities listed above. Applicants must consult the specific funding parameters for each participating funder, beginning on page 10. In addition, applicants should review related funding opportunities and emerging systems updates, beginning on page 15, that are outside the scope of this Combined NOFA for non-time limited homeless housing but are significantly related.

II. APPLICATION EVALUATION FACTORS

Evaluation and scoring criteria in this section will be taken into consideration when reviewing **ALL** applications, whether they are a new application or a re-application. As in previous funding rounds, the funders will determine which fund sources are the best match for projects. The evaluation factors in this section are not listed in any rank order.

1) Organization and Project Financial Analysis

- Project financial feasibility;
- Board diversity and capacity;
- Funding level requested is matched to client need – funders reserve the right to work through budgets with applicants to address this issue;
- Demonstrated ability to leverage other funding, with focus on clear and compelling demonstration of cost effectiveness. Budgets should show reasonable costs for all committed and proposed funding sources;
- For service and operating budgets, attention will be placed on how mainstream resources such as vouchers and Medicaid are utilized.

2) Quality of Past Performance

- Contract performance;
- Voucher utilization;
- Participation in the HMIS will be rated based on past data completeness reports, demonstrated improvements in data quality and HMIS utilization, and the evidence of a comprehensive agency oversight plan related to the agency business process for internal management of the HMIS.

3) HMIS Participation

Funders are specifically interested in receiving information from applicants regarding strategies they use/will use to meet Safe Harbors' data requirements, and ensure data quality and timeliness of reporting in Safe Harbors.

As of January 1, 2012, fund sources for services and operating included in this RFP began using Safe Harbors as a key data source for contract reimbursement. To ensure that funds are awarded to programs that will ultimately be able to be reimbursed under their contracts, proposers will be required to demonstrate that they can meet a minimum threshold of Safe Harbors' participation.

Funders at all levels will increasingly rely on HMIS data to measure program system level performance, which will affect local access to state and federal homeless assistance funds.

4) Cultural Competency and Living Environment

Applications should clearly demonstrate sponsor capacity and/or program design to address the disproportionate number of persons of color who are homeless and to provide access to living environments with culturally and linguistically appropriate services, when services are a component of a project. Project sponsors are expected to demonstrate their ability to appropriately serve and engage persons for whom English is not a primary language. Cultural competency will be evaluated on the following criteria:

1. Accessibility: How does the agency modify the way in which its services are accessible (language, location, delivery style) to be accessible to populations whose modes of engagement are different than the majority population.
2. Relevance: How does the agency identify specific culturally-based needs of populations and modify the services delivered in order to meet those needs.
3. Commitment: What process does the agency have in place to periodically review its cultural competency, including obtaining input from client and non-client culturally diverse populations.

Favorable consideration will be given to applicants that clearly demonstrate the ability to create close and effective relationships with members of cultural groups and/or communities of color that do not easily access mainstream programs because of cultural, linguistic or other barriers. Large agencies are encouraged to recognize that small, culturally focused agencies are often able to cultivate unique relationships with their clients, and are encouraged to create effective relationships with those agencies to create referral mechanisms for access to the housing opportunities created.

5) Geographic and Population Distribution

The funders desire to disperse funds to address homelessness throughout King County. As a result, final funding decisions will consider the geographic distribution of projects and homeless population that will be served by an award. Funders particularly encourage, within the next few years, the creation of permanent housing units for homeless persons in North and/or East King County.

For more information about sub-regional goals, both the South King County and East King County documents describing local priorities and needs are available at the CEHKC website:

<http://www.cehkc.org/happening.aspx>.

6) Commitment to Participate in Homeless System Development and Coordination

Project sponsors and partners are encouraged to participate in planning discussions concerning system coordination. Projects awarded funding under this NOFA will be required to participate in system coordination efforts for appropriate units of housing, and must show commitment to participation in homeless system coordination and development in their application for such issues as the following:

- The Client Care Coordination (CCC) system, which provides access to appropriate housing units for high utilizers of hospitals, jails, shelters and other mainstream systems, as well as other chronically homeless and vulnerable street homeless persons with intensive service needs. Sponsors requesting funding to provide housing with 24/7 front desk staff and intensive service will participate in CCC and follow CCC policies and procedures;
- The coordinated entry system for homeless families, Family Housing Connection;
- The countywide Landlord Liaison Project;
- Safe Harbors/HMIS participation;
- Recovery oriented programming that helps each client attain the highest level of functioning possible for that person, and the opportunity to recover and become more self sufficient. Applicants should show how the work with all clients to increase income and self sufficiency, and to access benefits and services for which they are eligible through mainstream systems, including, but not limited to mental health and drug treatment, public health, TANF, food stamps, rehabilitation and employment;
- Utilize funding requested in the NOFA in light of other programs in which the agency participates, especially those agencies that participate in Shelter Plus Care (SPC). The funders desire that SPC be maximized to the fullest extent possible in King County. For agencies with access to SPC, Combined

NOFA funds for rental assistance are not to be used to support the rental assistance needs of households that could be, and should be supported with SPC.

7) Matching Appropriate Housing with Services

This NOFA does not mandate the use of specific housing or service models, but funders will be evaluating whether housing types and services levels are appropriate for the specific needs of the proposed population. For example, projects intended to serve homeless households with multiple barriers should clearly demonstrate lower threshold screening on the part of property management. Models that serve homeless families with children should show an appropriate level of services, educational opportunities, and play spaces specific to children. Programs that serve youth/young adults should demonstrate developmentally appropriate education and employment opportunities, and housing models.

III. PARTICIPATING FUNDERS

Information specific to each funder is outlined below:

**COMBINED OPERATING SUPPORT, RENTAL ASSISTANCE
AND SUPPORTIVE SERVICES (ORS) FUNDING**

**Funds will be made available through an RFP
to be released on approximately August 16, 2012
by the following funders:**

**KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN SERVICES;
CITY OF SEATTLE OFFICE OF HOUSING; UNITED WAY OF KING
COUNTY; BUILDING CHANGES; AND SEATTLE HOUSING AUTHORITY**

Applications Due: September 20, 2012

Funding Available: *Please note that all funds under this offering will be made available through a coordinated Request for Proposals (RFP) process. The funders will determine the specific sources at the time of award.*

1. KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN

SERVICES: An amount up to approximately \$9.7 million from the King County Housing and Community Development (HCD) Program will be allocated for multi-year commitments of up to five years according to the priorities listed above. Projects must show consistency with applicable plans: Veteran's and Human Services Levy Service (V-HS Levy) Improvement Plan, Mental Illness Drug Dependency (MIDD) Implementation Plan, and the Ten Year Plan to End Homelessness in King County. Projects serving veterans with V-HS Levy funding must have relationships with existing veterans, programs, and/or systems to determine housing needs and take housing referrals.

Sources include:

- Homeless Housing Act Document Recording Fee Collections (approximately \$ 6.6 million or more, depending on the actual revenues collected);
- Veterans and Human Services Levy (subject to Levy renewal – up to approximately \$1 million, with a portion of funds specifically to projects serving veterans and their families);
- Mental Illness Drug Dependency Sales Tax Collections (approximately \$2 million)
MIDD funds will be awarded for projects serving persons with mental illness and/or chemical dependency who are either currently enrolled in or who are eligible for treatment services in the publicly funded treatment systems administered by the Mental Health Chemical Abuse and Dependency Services Division. These NOFA funds will pay for non- treatment services to support clients' maintenance of permanent housing.

Contact: Katy Miller - King County / Combined Operating, Rental Assistance and Services RFP Lead, (206) 263-9090, Katy.Miller@kingcounty.gov

- 2. UNITED WAY OF KING COUNTY:** Up to \$500,000 will be allocated over an initial commitment of up to five years for supportive services to assist individuals experiencing chronic homelessness to move into new permanent supportive housing. This includes frequent utilizers of emergency medical, sobering center, mental health and jail services in King County, visibly homeless individuals living on the street, and vulnerable individuals with high needs, including individuals living in shelters, encampments or vehicles.

Supportive services include, but are not limited to intensive case management to address mental health, physical health, physical disabling conditions, chemical dependency, and employment and training opportunities.

Contact: Neil Powers- United Way, (206) 461-4934, npowers@uwkc.org

- 3. CITY OF SEATTLE OFFICE OF HOUSING:** The 2009 Seattle Housing Levy includes the Operating & Maintenance (O&M) program with a 7-year goal and \$14 million to support at least 220 new units for 20 years. An annual estimate of available subsidy is approximately \$2 million for commitments with 20-year terms (about \$425,000 for the first 5 years). Funding is specifically for units with households at <30% AMI in rental projects funded with 2009 Seattle Housing Levy capital funds. The program provides funding to fill the gap between project income and eligible operating and enhanced property management costs, with a maximum subsidy of \$2,500 per unit per year. Subsidy awards have a maximum contract term of 20 years, subject to available funding and annual project reviews.

Contact: Cindy Erickson- OH, (206) 684-0360, cindy.erickson@seattle.gov

- 4. SEATTLE HOUSING AUTHORITY (SHA):** SHA will make available up to 103 Project-based Vouchers for projects that will make long-term commitments to serve households with incomes below 30 percent of area median, with priority for projects that provide supportive services to residents who need assistance to maintain a stable residence and satisfactory quality of life, especially those who are highly vulnerable. The approximate 5-year value of these vouchers is \$2.5 million. Vouchers are restricted to projects funded with capital funds by the City of Seattle in 2010 or 2011.

If SHA receives a future award of Veterans Affairs Supportive Housing (VASH) Vouchers, projects applying for rental assistance through this NOFA could be considered for VASH project based vouchers in lieu of other rental subsidy. VASH vouchers are not restricted to projects funded with capital funds by the City of Seattle.

Contact: Jodi Speer- Seattle Housing Authority, (206) 239-1637, jspeer@seattlehousing.org

5. BUILDING CHANGES: Through the Washington Families Fund, Building Changes is making available up to \$300,000 in service funds to support a minimum of eight (8) “high need” families for eight(8) units of permanent supportive housing. The High Level Service Model will allocate service funding for chronically homeless families with multiple barriers to housing and self-sufficiency, which includes: multiple episodes of homelessness, mental health, chemical dependency, domestic violence/trauma from violence, HIV/AIDS and/or chronic health problems, families who are dealing with Child Protective Services (CPS), and serious criminal histories. The model funds intensive wrap-around services available to families at or below 20 percent AMI, in permanent supportive housing.

Competitive applications will demonstrate priorities in the following areas:

- Strong partnerships with other providers in the community to meet families’ service and housing needs;
- Creating new service-enriched housing units;
- Serving families who are experiencing complex life situations;
- Providing a clear permanent housing strategy for families leaving the program; and
- Providing employment services or employment support services to families and collaborating with community-based employment programs

High-Level Service model grantee agencies will be required to participate in the evaluation as a condition of funding award.

Contact: Kelly Smith- Building Changes, (206) 805-6135, Kelly.Smith@BuildingChanges.org

WORKSHOP - COMBINED ORS APPLICATION

Funders will hold an application workshop specifically for the Combined ORS application on approximately **August 23, 2012 (Location, Date, and Time TBD)** for organizations interested in this application. This meeting is not mandatory, but is recommended and will provide more detailed information about the application materials.

How to Access the Application: <http://www.kingcounty.gov/housing>

A REGIONAL COALITION FOR HOUSING (ARCH)
CAPITAL FUNDS

NOFA Release: June 21, 2012
Applications Due: September 7, 2012

Funding Available:

Approximately \$1.5 million is available for affordable housing projects that meet any local priority, one of which is housing serving the homeless (See ARCH website for more details on local priorities). The local priorities are long term goals and in any given round a higher or lower percentage may be spent for any local priority, including homelessness. In addition, in a partnership with the King County Housing Authority, ARCH will be allocating approximately 30 Section 8 vouchers over the next couple of years through its application process. These vouchers can be used for a variety of different purposes, with some emphasis being on serving homeless households and larger families (2 bedroom or larger) units. Another objective is for the vouchers to help leverage an overall increase in affordable housing available in East King County. More detailed information regarding the Section 8 vouchers is located in the Trust Fund section of the ARCH website.

Applications are taken for projects located in East King County cities and unincorporated areas within the Urban Growth Line (does not currently include Snoqualmie Valley area). See ARCH website (<http://www.archhousing.org>) for a list of member cities.

Refer to ARCH application and funding guidelines at <http://www.archhousing.org/developers/htf-application-form.html>

Contact: Klaas Nijhuis, (425) 861-3677, knijhuis@bellevuewa.gov

KING COUNTY DEPARTMENT OF COMMUNITY AND HUMAN SERVICES
HOUSING AND COMMUNITY DEVELOPMENT PROGRAM (HCD) /
HOUSING FINANCE (HFP)
CAPITAL FUNDS

HCD/HFP NOFA Release: June 28, 2012
Applications Due: August 31, 2011

Funding Available:

An amount up to approximately \$8.3 million in capital housing funds for all capital requests, including new 9% tax-credit projects. This amount consists of the following sources, one of which is currently pending, as noted:

- Veterans and Human Services Levy (V-HS Levy) capital funds up to approximately \$1.6 million; up to \$900,000 in Veteran's Levy and up to \$700,000 in Human Services Levy). Chronically homeless households (veterans and others) with intensive service needs; permanent supportive housing; projects using a housing first approach; projects serving homeless households and vulnerable households (veterans and others) that have a low to moderate need for services in permanent housing, as well as households at risk of homelessness.
- Veterans Levy Fund Balance – pending special allocation of veterans levy funding for capital and services in the amount of \$2.5 million; the proportion of the funding allocated to capital v. services will be determined by staff during the application review process for proposed awards.
- 2331 Document Recording Fee Surcharge for Homeless Housing (up to approximately \$1 million): Chronically homeless households and households with the greatest barriers to securing and remaining in permanent housing with high service needs; homeless and vulnerable households and households with a history of rental instability or other barriers, with low to moderate service needs, as well as households at risk of homelessness.
- HOME funds (approximately \$2 million) Low and very low-income households, including homeless households with various levels of service needs.
- Regional Affordable Housing Program (RAHP) funds (approximately \$1 million). Low and very low-income households, including homeless households with various levels of service needs.
- HOF Housing Innovations for Persons with Developmental Disabilities funds (approximately \$200,000)

How to Access the Application: <http://www.kingcounty.gov/housing>

Contact: John DeChadenedes, (206) 263-9081, John.DeChadenedes@kingcounty.gov

CITY OF SEATTLE OFFICE OF HOUSING (OH)

CAPITAL FUNDS

OH NOFA Release: June 21, 2012

Applications Due: September 7, 2012

Funding Available:

Approximately \$16 million in capital funds, including 2009 Housing Levy funds, federal HOME and CDBG funds, and Bonus funds, is available for the acquisition, rehabilitation and new construction of affordable rental housing in the city of Seattle. See the Seattle Office of Housing NOFA announcement for further information on funding availability and competitive criteria.

How to Access the Application: <http://www.seattle.gov/housing/development/MultifamilyNOFA.htm>

Contact: Laurie Olson, (206) 615-0995; laurie.olson@seattle.gov

II. RELATED FUNDING OPPORTUNITIES & EMERGING SYSTEMS

1. KING COUNTY FAMILY HOMELESSNESS INITIATIVE

As part of the ongoing work by the Committee to End Homelessness (CEH) and through a coordinated effort with the King County Family Homelessness Initiative, King County funders are undertaking an effort to realign the family homelessness system to be a more streamlined, accessible system designed to prevent families in crisis from becoming homeless, rapidly house those who experience homelessness, and link families to the services they need to remain stably housed.

“Moving Forward: A Strategic Plan for Preventing and Ending Family Homelessness” puts forth a series of strategies to shift the family homelessness system in ways that will more effectively serve families facing or experiencing homelessness. During the current phase of the Family Homelessness Initiative, implementation strategies focus on realigning the current, traditional model of homeless service delivery to families to one that promotes prevention and rapid re-housing into appropriate levels of services and housing supports. The family homelessness system will undergo a multi-year process of shifting current practices to new ways of delivering services. The first phase of this funding realignment will support the current network of family homeless providers in realigning existing programs, while investing new resources to fill gaps and enhance system strategies. See below for additional information regarding the Washington Families Fund Systems Innovation Grants for this purpose.

Agencies serving families experiencing homelessness will align their housing models with interim housing (emphasizing rapid re-housing and long term housing stability) and/or permanent housing with time-limited supports (emphasizing housing stability and connections with mainstream systems). Agencies will also align case management with Housing-Focused Services using Strengths-Based and Tailored Service Models. The initial efforts target Emergency Shelters, Transitional Housing, Rapid Re-Housing Programs (including transitional rental assistance programs), and Service Enriched Housing Programs.

Alignment will occur through a phased in approach, allowing time for agencies to assess their existing programs and create plans to align with the approaches listed above.

These strategies are intended to:

- Reduce the length of time families spend homeless
 - Increase existing capacity to serve more families
 - Expand housing options for families
 - Target long-term, intensive housing supports for families with the highest housing barriers
- Increase housing stability for families
 - Reduce the number of families entering homelessness
 - Reduce re-entry into the homeless system
 - Increase capacity and efficiency of existing homeless dollars

Funding Available:

Approximately \$1.2 million in funding is available through the Washington Families Fund –Systems Innovation Grants administered by Building Changes. The purpose of these funds are to support agencies in their work to realign their services and housing models to the Housing Stabilization Approach with the intentions of reducing the length of time families spend homeless and increasing long term housing stability. Funding available in 2012 will be available through a competitive Letter of Intent (LOI) process in the late summer/early fall of 2012. Grant awards and amounts will be determined in partnership with the Family Homelessness Initiative, and will be multi-year (2-3 years), time-limited (one-time) grants.

There are three types of grant opportunities available during this phase of the Initiative:

4. Innovative Strategy Grants

- Housing-Focused Assistance (staffing or direct client assistance for re-housing) to support shelter program conversion to Interim Housing:
 - Encourage risk-taking and innovation in service delivery
 - Support new/enhanced programming strategies
 - Flexible funding with accountability
 - Attention to long term sustainability (of newly funded strategies)

5. Capacity-Building Grants

- To provide resources to agencies for alignment with service approaches (strategic plan development, staff retreats, individualized training, change management support)
- To supplement, not duplicate, technical assistance (TA) and professional development opportunities provided through the Systems Transformation Process of the Family Homelessness Initiative.

6. Mainstream Systems Collaboration Grants

- Innovative strategies to connect families with mainstream systems and/or supports to increase financial security for long-term housing stability.

Agencies are encouraged to take risks and to be innovative in service delivery. Funds are intended to allow flexibility while maintaining clear accountability. Funding decisions will be made using the following guidelines:

- Agencies must demonstrate alignment with the goals of: 1) reducing length of time families spend homeless, and 2) increasing long term housing stability for families.
- Grants must support new or enhanced programming strategies and cannot be used to supplement existing program budgets.
- Agencies must demonstrate thought to long term sustainability of any newly funded strategies.

Contact: King County Family Homelessness Initiative - Debbi Knowles; (206) 263-9088;
debbi.knowles@kingcounty.gov
Building Changes – Emily Nolan; (206)806-6136; Emily.Nolan@buildingchanges.org

Additional materials related to the King County Family Homelessness Initiative are available at:
www.kingcounty.gov/socialservices/Housing/ServicesAndPrograms/Programs/Homeless/HomelessFamilies

2. MCKINNEY HOMELESS ASSISTANCE FUNDS

McKinney Homeless Assistance Funds are intended to help homeless households: (1) increase their housing stability; (2) increase their skills and/or income; and (3) obtain greater self-sufficiency. Locally, more than 60 projects are currently funded with McKinney dollars. A single consolidated application covering all of King County is submitted to the U.S. Department of Housing and Urban Development (HUD) each year at a time determined by HUD. The exact date of the competition varies from year to year. We expect this year's application deadline to be in October 2012.

Funding for new projects is available on a limited basis each year, and as of May 2012 we expect the same for this round. For the 2012 competition (funds available in 2013), the Seattle-King County Homeless "Continuum of Care" (HUD's term for our consolidated application) is looking to fund new permanent supportive housing for disabled persons. To that end, McKinney funding for new projects is expected to be available as follows:

- Approx. \$1 million in new dollars for acquisition, construction, operating and/or leasing for new permanent supportive housing for homeless disabled individuals and their families, with a priority for chronically homeless and/or veterans.

Because of HUD's requirements for timely expenditure of funds, McKinney dollars need to be among the last dollars into a project. Projects funded through this and previous combined funding rounds, as well as projects that are already substantially funded through other sources, will be best positioned for this funding.

Contact: City of Seattle- Eileen Denham; (206) 684-0915; eileen.denham@seattle.gov
King County- Kate Speltz; (206) 263-9084; kate.speltz@kingcounty.gov

3. HOUSING OPPORTUNITIES for PERSONS with AIDS (HOPWA)

The Housing Opportunities for Persons with AIDS Program (HOPWA) provides housing assistance and related supportive services for low-income persons living with HIV/AIDS and their families in King County. HOPWA is funded through the U.S. Department of Housing and Urban Development and administered by the Seattle Human Services Department for King and Snohomish Counties. Funding for projects is made available through a competitive Request for Investment process.

HOPWA funds may be used for a range of housing, supportive services, planning and development costs, including acquisition, construction, and rehabilitation/repair of housing units, costs for facility operations, rental assistance and supportive services. Goals of the program are to increase housing access and stability, reduce risks of homelessness and improve access to healthcare and other support for HOPWA program clients.

The Seattle Human Services Department administers HOWPA grant funding for programs throughout King County. Funding in 2012 will be made available as follows:

- **Housing Repair/Rehabilitation Fund:** HSD will accept proposals from eligible agencies to increase the inventory of housing dedicated to low-income people with HIV/AIDS and their families. HOPWA funds in 2012 will be available to repair or rehabilitate residential, non-time limited rental units in nonprofit-owned housing developments. Funding availability will be announced through a Request for Qualifications (RFQ) in July 2012.

- **HOPWA funds for other eligible activities:** These funds are made available through competitive Request for Investment (RFI) processes administered by the Seattle Human Services Department. Planning for a RFI is currently in process and will draw on the work of the HIV/AIDS Housing Leadership Collaborative. Information will be posted on the HSD website shown below.

Other Requirements: Household eligibility guidelines for HOPWA-funded services include:

- Medical diagnosis provided by a physician of HIV-positive status, regardless of the presence of absence of concurrent symptoms; or HIV/AIDS or AIDS, or disabled by AIDS; and
- Household income not to exceed 50% of HUD Area Median Income.

How to Access the Application: <http://www.seattle.gov/humanservices/funding/>

Contact: Kim von Henkle, (206) 615-1573, kim.vonhenkle@seattle.gov

4. CITY OF SEATTLE HUMAN SERVICES DEPARTMENT Communities Supporting Safe & Stable Housing Investments

The Seattle Human Services Department (HSD) invests significant resources in services to prevent and end homelessness. Working with communities and agencies, HSD provides funding for housing and services designed to increase safety and self-sufficiency.

The Communities Supporting Safe and Stable (CSSSH) Investment Plan, available at <http://www.seattle.gov/humanservices/initiatives.htm#safeandstablehousing>, provides a framework for HSD's investments in community solutions that are preventing and ending homelessness. It outlines HSD's three Funding Priority Areas and five Investment Principles.

Funding Priority Areas:

- Homelessness Prevention - providing assistance to prevent people from entering the homeless system.
- Homelessness Intervention Services - connecting people who are homeless with resources to increase safety and access to housing.
- Housing Placement, Stabilization and Support - moving people rapidly to housing and providing support needed to remain stable in housing.

In order to receive funding, agencies will be asked to demonstrate their ability to implement the following

Investment Principles from the CSSSH Investment Plan:

1. Provide culturally relevant/linguistically competent services that are client centered and strength based.
2. Maintain high quality standards for facilities and program operations.
3. Commit to neighborhood health and safety standards.
4. Coordinate and integrate services with community networks and with mainstream services systems.
5. Collect and submit high quality data using the Safe Harbors Homeless Management Information System (HMIS).

HSD will make funding available in 2012 through several Request for Investments (RFI) and Request for Qualifications (RFQ) processes and one Letter of Intent (LOI) process. HSD's investments support the Committee to End Homelessness' Ten-Year Plan to End Homelessness in King County.

City of Seattle investments will assist individual and family households. Funding for programs assisting families with children will be coordinated with implementation strategies of the King County Family Homelessness Initiative and the realignment of the existing shelter, transitional housing, rapid re-housing programs and service enriched housing programs.

All of these funding opportunities are posted online at: www.seattle.gov/humanservices/funding/.

For more information, contact: Ann-Margaret Webb, (206) 386-1133, ann-margaret.webb@seattle.gov
Andrea Akita, (206) 684-0113, andrea.akita@seattle.gov

Appendix 1: Key to Available Resources

	<i>Capital to Develop New Housing</i>	<i>Rental Assistance</i>	<i>Operating Support</i>	<i>Supportive Services: Case Mgmt, Mental Health, Chemical Dependency, Other</i>	<i>Section 8 Vouchers</i>
City of Seattle – Office of Housing	X		X		
King County DCHS/CSD/HCD, Housing Finance Program	X				
A Regional Coalition for Housing (ARCH)	X				X
King County DCHS/CSD/ HCD, Homeless Housing Program		X	X	X	
King County Housing Authority					X
Seattle Housing Authority					X
United Way of King County				X	
Building Changes Washington Families Fund				X	

Appendix 2: Funder Application Information

Funding Type	Where is Project Located?	What Funds Will I Apply for?	What Application Do I Complete?	How Many Copies?	Where Do I Deliver the Applications?
Operating, Rental Assistance and Services Funding	King County – including Seattle	<input type="checkbox"/> King County DCHS/CSD/HCD – Homeless Housing and Services Funds, MIDD, V-HS Levy <input type="checkbox"/> United Way Supportive Services Funding – Campaign to End Chronic Homelessness <input type="checkbox"/> Washington Families Fund, Building Changes – Services for high needs families	Common Application for Operating Support, Rental Assistance and Supportive Services (ORS) Application location: http://www.kingcounty.gov/housing	1 original with original signature; 4 paper copies; and 1 electronic copy	Attn: Kelli Larsen King County HCD 401 5 th Ave., 5 th floor Seattle, WA 98104 Kelli.Larsen@kingcounty.gov
	King County –outside Seattle	<input type="checkbox"/> King County Housing Authority			
	Seattle	<input type="checkbox"/> Seattle Housing Authority (Supportive Housing Vouchers) <input type="checkbox"/> City of Seattle Office of Housing O & M			

Funding Type	Where is Project Located?	What Funds Will I Apply for?	What Application Do I Complete?	How Many Copies?	Where Do I Deliver the Applications?
Capital Funding	Seattle	<input type="checkbox"/> City of Seattle Office of Housing Capital \$\$	1. Common Application 2. HTF Supplemental 3. Seattle Supplemental (2012) Application location: http://www.seattle.gov/housing/development/MultifamilyNOFA.htm	1 original and 1 CD that includes the complete set of Common Application, State Supplemental, and Seattle Supplemental questions in Word, Budget Workbook Forms in Excel and all attachments in pdf.	Attn: Laurie Olson Seattle Office of Housing 700 Fifth Ave, 57 th floor Seattle, WA 98104 Laurie.Olson@seattle.gov
	King County – including Seattle	<input type="checkbox"/> King County Capital \$\$: RAHP (2060), V-HS Levy Capital, HOF HIPDD, and 2331 Doc Recording Fee KC Consortium HOME Program – KC HOME funds only available for projects outside Seattle	1. Common Application 2. HTF Supplemental 3. Housing Finance Program Supplemental Application location: http://www.kingcounty.gov/housing	2 complete originals with all attachments and 1 CD that includes the complete set of Common Application, State Supplemental and Housing Finance Program Supplemental questions in Word, Budget Workbook Forms in Excel and all attachments in pdf.	Attn: John deChadenedes King County Housing Finance Program 401 5 th Ave., 5 th floor Seattle, WA 98104 John.deChadenedes@kingcounty.gov
	King County – outside Seattle	<input type="checkbox"/> A Regional Coalition for Housing (ARCH) Capital \$\$	1. Common Application 2. ARCH Supplemental Application location: http://www.archhousing.org/HTF/	1 original and 1 CD that includes a complete copy of the Common Application and ARCH Supplemental Application– No PDF's please.	Attn: Klaas Nijhuis ARCH 16225 N.E. 87 th St, Suite A-3 Redmond, WA 98052 knijhuis@bellevuewa.gov

Appendix 3: Homeless Housing Definitions

A range of housing models and strategies are needed to address the diverse needs of homeless people in King County. As part of promoting awareness and discussion of successful models of housing, staff from several funders prepared the following definitions. These definitions are meant to be descriptive and to promote a common understanding of the use of key terms. The definitions may evolve over time and are not meant to establish absolute requirements or prohibitions in terms of the service models that applicants may propose in their applications. Applicants are encouraged to use the definitions to be clear about the population they plan to serve, the housing model they will use, and how the services will fit the needs of the anticipated project participants.

Housing Types

a. Non-time limited or Permanent Housing

Independent community-based housing that has no time-limit on tenancy or specific service requirement as a condition of tenancy, although services may be provided, depending on residents served. Residents hold rental agreements and can stay in the housing for as long as they choose and as long as they are in compliance with their rental agreement or lease. Note: Non-time limited Housing is also referred to in many of these definitions as “permanent housing”. The use of the word “permanent” does not imply an expectation or requirement that the tenant will stay in the unit indefinitely. “Permanent” means only that the housing is not artificially time-limited.

- i. **Affordable Housing.** Non-time limited housing that is available to households with incomes less than 30%, 50% or 80% of area median income (AMI), also sometimes known as workforce housing. Housing projects may receive tax credits or other incentives in exchange for agreeing to set aside a certain number of units in the development for households with total incomes less than a particular percentage of AMI. Households must meet income requirements to be eligible for the units.
- ii. **Permanent Supportive Housing.** Permanent rental housing for a household that is homeless or at risk of homelessness and has a condition or disability, such as mental illness, substance abuse, chronic health issues, or other conditions that create multiple and serious ongoing barriers to housing stability. Households have a long-term need for housing case management and services in order to meet the obligations of tenancy and maintain their housing. Tenant holds a rental agreement or lease and may continue tenancy as long as rent is paid and the tenant complies with the rental agreement or lease. Tenants have access to a flexible array of comprehensive services, mostly on site, such as medical and wellness, mental health, substance abuse, vocational/employment, and life skills. Services are available and encouraged but are not to be required as a condition of tenancy. There is ongoing communication and coordination between supportive service providers, property owners or managers, and/or housing subsidy

programs. Housing providers may need to relax screening criteria to serve many of the households in this category.

- iii. **Service Enriched Housing.** Permanent rental housing for homeless households with a lower level of service needs than those needing permanent supportive housing. Housing case management is offered, and many households will have only intermittent need for services, as the housing is designed for low-income and homeless people with a range of service needs. Some households may need individualized flexible services for a period of time, but do not need ongoing services to maintain housing long-term. Programs and services may be available on or off-site and promote personal and community asset building. Services are not required as a condition of tenancy.
- iv. **Subsidized Housing.** Non-time limited housing that is supported by a rental subsidy. Generally, the tenant pays 30% of their monthly income towards rent and utilities, and the other portion of the rent is paid by the subsidy up to a reasonable amount.
- v. **Transition in Place.** Allows households to initially stabilize in housing with intensive services, and for services to be reduced over time and eventually discontinued. Households can remain in the housing and convert the terms of their tenancy from temporary to permanent housing in the same unit or in a new unit in the same development. In most cases, there are a number of designated transitional units within a larger complex of primarily permanent units. Transition in place works only if there is a sufficient supply of affordable permanent units available to participants when their need for transitional housing services diminishes. Household income must be sufficient to pay the new rent amount or rental assistance must be offered.

b. Time-limited Housing

- i. **Transitional Housing.** Temporary housing that is time-limited, generally from three months to two years. Tenure is contingent upon participation in services, compliance with program rules, and compliance with tenancy. The goal of transitional housing is to provide the support needed for participants to become ready to “graduate” into permanent housing. Intensity and range of services provided varies among programs and should be appropriate for the target population served. Services may include case management, information and referral, life skills training, tenant education, and many others.
- ii. **Interim Housing.** Interim Housing provides temporary housing for households experiencing homelessness. The length of stay is not defined by an arbitrary time frame, but the emphasis is rapid exit to permanent housing. The support services in this model emphasize housing attainment through a housing-focused assessment and housing stability planning. Supports are strengths-based and flexible. Households are connected with mainstream systems for ongoing housing stability based on each household’s expressed goals and needs. Interim Housing will be a new component in King County’s

homeless family system by aligning existing resources to this approach through the work of the Family Homelessness Initiative.

- iii. **Emergency Shelter.** Emergency Shelter is defined as temporary shelter from the elements and unsafe streets for homeless individuals and families. In Seattle-King County, shelter programs are either fixed capacity (facility-based) or flexible capacity (for example, hotel/motel vouchers). Emergency shelters typically address the basic health, food, clothing, and personal hygiene needs of the households that they serve and provide information and referrals about supportive services and housing. Shelters range from mats on the floor in a common space to beds in individual units.

Supportive Services

A wide range of direct client services and assistance to people throughout the homeless housing continuum. Services may include such things as outreach and engagement, case management, information and referral, treatment, healthcare, employment, life skills training and housing stability.

- a. **Basic Services.** Limited services to help someone connect to needed community resources; information and referral. Services might also include limited financial assistance like bus tickets, food, and utility assistance.
- b. **Case Management.** Individually-tailored services provided in a client's home or at an office that are described in a mutually-agreed-upon plan of action to address multiple life challenges. Case Management Services may include such things as budgeting and money management, life skills training, linkage to community services such as legal assistance, assistance applying for public benefits, parenting and liaison with schools, domestic violence counseling and safety planning, assistance with housing applications, mental health counseling, etc. Individual service plans include goals related to greater self-sufficiency and stability. Housing case management is the same services that are linked specifically to housing, and are intended to promote housing stability.
- c. **Culturally Competent Services.** Cultural competency within an organization and the services that it provides includes a defined set of values and principles, and demonstrating behaviors, attitudes, policies and structures that enable the organization to work effectively in cross-cultural situations. The three following components must exist:
 - 1. **Accessibility:** the agency evaluates and modifies the way in which its services are accessible (language, location, delivery style) to populations whose modes of engagement are different than the majority population.
 - 2. **Relevance:** the agency identifies specific culturally-based needs of populations and modifies the services delivered in order to meet those needs, including acquiring and institutionalizing cultural knowledge.
 - 3. **Commitment:** the agency periodically conducts a self-assessment and reviews its cultural competency, including obtaining input from client and non-client culturally diverse

populations and key stakeholders and uses this feedback in policy making, agency administration, and service delivery.

- d. **Enhanced Property Management/ Front Desk Enhancement.** Property management activities that are enhanced in order to make the housing program effective for a special population. An example is the additional staffing required to operate a 24-hour front desk, a feature that is not necessary in a conventional apartment building but may be required to ensure tenant safety in a building serving chronically homeless individuals disabled by mental illness or chemical addiction.
- e. **Employment Services.** Services that help link clients to employment opportunities in the community through skill building, job training, job readiness classes, assistance with resume writing, employment search, supported employment, and direct connections and referrals to jobs and/ or job programs.
- f. **Health Care Services.** Medical and health related services that may include health screening, health education and illness prevention, testing, and treatment.
- g. **Landlord Liaison.** Housing Search services aimed at linking homeless clients to units of permanent housing. A landlord liaison provides a bridge between the client, the property manager/landlord, service providers working with clients, and in some cases an agency that is master-leasing units from the landlord. Services may include such things as identifying and securing available housing units, outreach to landlords, managing landlord incentives, providing subsidies or connecting with subsidy providers, facilitating or performing unit inspections, providing on-call service to landlords and connecting with service providers for clients in crisis, assisting with housing applications and advocating on behalf of clients to landlords, mediating and helping to resolve conflicts between a landlord and a client.
- h. **Linkage Services.** Provide clients with contact information and referrals to housing and needed services and resources in the community. The responsibility for following up on these referrals typically lies with the client, unless they are unable to on their own.
- i. **Outreach Services.** Engagement with people who are not currently connected to community resources. Outreach services specifically target populations and/or geographic areas in order to identify and connect people to services and/or housing.
- j. **Resident Services.** Property-based services that coordinate on-site activities and primarily provide information and referral to assist households in accessing services offered by third-party providers. Resident services promote personal and community asset building, such as After-school programs; Employment programs; Adult Education programs; Child Care; Community Safety, and Resident Leadership and may be available through referral and/or on site with at least one staff to coordinate and deliver services. Classes and activities based on residents' needs may be offered on site. Activities and services may include such things as after-school youth recreation and tutoring, ESL, parenting, nutrition and financial literacy classes,

employment services, adult education and community building and engagement and eviction prevention.

- k. **Treatment Services.** Therapeutic health, mental health, or substance abuse services that are provided by a licensed person/agency to a client. Services are geared towards the individual needs of the client and may be provided in housing, a treatment facility, or in a community health/mental health care setting.

Level of Services

The level of services provided varies depending on the population served and a person's ongoing need for support.

- a. **High.** High level services are typically needed for someone residing in permanent supportive housing who will need services long-term in order to remain in housing. High level services would be described as intensive, comprehensive, readily available (on-site), and available long-term. Services are usually offered 24/7.
- b. **Medium.** Medium level services are typically comprehensive for a period of time, but may taper off and even eventually go away as a person becomes stable in housing. Services will initially be readily available and provided onsite through regular case management visits (weekly or monthly depending on the need).
- c. **Low.** Low level services are provided as needed in order to offer support to a household in transition that has a low need for services. They are typically time-limited, less frequent "check-ins," and may be provided on or off site.

Financial Assistance

Expenses paid by an agency on behalf of a client to cover such costs as move-in assistance, household items, application fees, emergency rent-assistance and other emergent needs.

Capital for Housing

Funding pays for the costs to develop housing. These costs may include construction, rehabilitation, acquisition and other associated development costs, such as capitalized reserves.

Operating Support

Assistance provided to a housing provider to pay the costs to run and operate housing that is affordable to households with very low incomes.

Rental Assistance/Housing Choice Vouchers

Subsidy paid to a Landlord on behalf of a specific tenant to pay for a portion of the tenant's rent. Generally, the tenant pays 30% of their monthly income toward rent and utilities, and the subsidy provider pays the remainder up to a reasonable amount. If the client has zero income, rental assistance may pay the entire rent amount to the landlord. Rental Assistance may be long-term (12 months and longer) or short-term (less than 12 months).

- a. **Tenant-based Housing Choice Voucher Set-asides or Agency-based Vouchers.** The Housing Authority signs a referral agreement with a service provider/agency. The agency may refer a specific number of applicants to the housing authority for whom they will provide services. The applicants receive tenant-based Housing Choice Vouchers and select where they choose to live from the private market. The Housing Authority then signs a Housing Assistance Payment (HAP) contract with the private owner, but only for the duration that the voucher holder is in residence.
- b. **Project-based Assistance.** The Housing Authority contracts with a housing owner. The subsidy is directly attached to a specific number of units in the owner's development. The term is typically fifteen years with five year renewals up to a maximum contract term of 40 years. The owner is required to have an MOU with a service provider and to ensure that tenants are provided the services they need.
- c. **Sponsor-based Assistance.** Under this model the Housing Authority contracts directly with a service provider. The service provider master leases units from one or more housing owners. The provider subleases these units to tenants and provides them with services. The Housing Authority funds the provider for the difference between the master lease rent and the tenant rent. This model provides the equivalent rental assistance to the Section 8 voucher program, but does so under the housing authority's "Moving to Work" authority.

Populations

- a. **Chronically Homeless Person - HUD Definition.** Chronically homeless as defined by HUD, is an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more OR an unaccompanied homeless individual who has had at least four (4) episodes of homelessness in the past three (3) years. A disabling condition is defined as: (1) A disability as defined in section 223 of the Social Security Act; (2) a physical, mental, or emotional impairment which is expected to be of long-continued and indefinite duration, substantially impedes an individual's ability to live independently, and of such a nature that the disability could be improved by more suitable conditions; (3) a developmental disability as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act; (4) the disease of acquired immunodeficiency syndrome or any conditions arising from the etiological agency for acquired immunodeficiency syndrome; or (5) a diagnosable substance abuse disorder. The term "homeless" in this case means a person sleeping in a place not meant for human habitation (for example, living on the streets), in an emergency homeless shelter, or in a Safe Haven as defined by HUD.

- b. **Chronically Homeless Person/ Long Term Homeless - United Way Definition.** A chronically homeless person, as defined by United Way of King County's Chronic Homeless Initiative, is a person who experiences long periods of time in emergency shelters and on the streets of King County due to multiple personal barriers to finding and maintaining housing. Many individuals may have one or more disabling conditions that contribute to personal barriers.
- c. **High-Utilizer.** Those persons diagnosed with mental illness and/or chemical dependency who are frequent users of emergency medical services, hospitals and/or the criminal justice system. High-utilizers are identified by the county sponsored high-utilizer coordinating group.
- d. **Homeless - HEARTH Act (42 U.S.C. 3535d and 11389) Definition and King County Homeless Housing and Services Fund (HHSF) Definition.**

A homeless person or household is someone who is literally homeless, at imminent risk of homelessness, or fleeing or attempting to flee a domestic violence situation. These categories are further defined below.

- 1. Category 1, Literally Homeless: Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
 - a. Has a primary nighttime residence that is a public or private place not meant for human habitation;
 - b. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
 - c. Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.
- 2. Category 2, Imminently at Risk of Homelessness: Individual or family who will imminently lose their primary nighttime residence, provided that:
 - a. Residence will be lost within 14 days of the date of application for homeless assistance;
 - b. No subsequent residence has been identified; and
 - c. The individual or family lacks the resources or support networks needed to obtain other permanent housing.
- 3. Category 4, Fleeing or Attempting to Flee a Domestic Violence Situation: Any individual or family who:
 - a. Is fleeing, or is attempting to flee, domestic violence;
 - b. Has no other residence; and

- c. Lacks the resources or support networks to obtain other permanent housing.
- e. **Homeless Family.** One or more adults over the age of 18, a pregnant woman (18 years or older), or a legal caregiver with at least one child under 18, who is residing in the home or are in the process of reunifying with their parent or custodian. Parents who are in the process of reunifying with their children must demonstrate that there is a clear plan in place for the custody of the children to be restored.
- f. **Homeless Older Adult.** A homeless person aged 55 or over. Programs serving this population may be eligible for specific funding sources and/or may develop programming specific to the needs of this age group.
- g. **Homeless Young Adult.** Homeless persons ages 18 to 25 that may have been in an unstable housing situation for most of their lives, including involvement with the foster care system, and require services that are geared toward their individual developmental needs.
- h. **Homeless Youth.** Homeless persons under age 18, and for whom services are often dictated by Washington State guidelines. Services are typically geared towards their individual developmental needs.
- i. **Long-Term Homeless.** This term includes all people who have been homeless for long periods of time or repeatedly over long periods of time as evidenced by stays in the streets, emergency shelters, or other temporary settings, sometimes cycling between homelessness and hospitals, jails, or prisons. This definition intentionally includes a larger group of people than the HUD definition of chronically homeless, such as families, youth, partnered homeless people, and those who do not have a documented disability.
- j. **Person with a Disability - Social Security Definition.** A person who is determined to: 1) have a physical, mental or emotional impairment that is expected to be of continued and indefinite duration, substantially impedes his or her ability to live independently, and of such a nature that the ability could be improved by more suitable housing conditions; or 2) have a developmental disability, as defined in the Developmental Disabilities Assistance and Bill of Rights Act.
- k. **Person with Substance Use Issues.** A person who has problems resulting from a pattern of using substances such as alcohol and drugs. Problems can include a failure to fulfill major responsibilities and/or using substances in spite of physical, legal, social, and interpersonal problems and risks.
- l. **Person with a Mental Illness.** A person with a mental illness is someone who has a psychiatric disorder that results in a disruption in a person's thinking, feeling, moods, and ability to relate to others.
- m. **Veteran.** For projects receiving Veterans and Human Services Levy funds, a veteran is defined as any person who:

- Served in any branch of the armed forces of the United States, including the National Guard, the Coast Guard, and the Armed Forces Reserve; AND
- Fulfilled the initial military service obligation, OR was called into federal service for at least 180 cumulative days; AND
- Received the following characters of discharge: Honorable, Medical, Under Honorable Conditions (UHC).

National Guard, reserve member or service member is defined as any person who:

- Has been called up under Federal or State orders (including Article 10 or Article 32 activations); OR
- Is currently enlisted in the US Armed Forces; OR
- Is in the process of activation for duty; OR
- Is activated for duty; OR
- Is returning from duty; OR
- Has returned from duty in the previous 365 days.

Family members of veterans are defined as:

- A spouse or domestic partner of a veteran or service member, as defined above;
- A dependent of a veteran or service member, as defined above; a dependent must be the legal responsibility of the veteran or service member at the time of receipt of assistance.

Strategies

- Assertive Community Treatment (ACT).** ACT is a service-delivery model that provides comprehensive, locally based treatment to people with serious and persistent mental illnesses. Unlike other community-based programs, ACT is not a linkage or brokerage case-management program that connects individuals to mental health, housing, or rehabilitation agencies or services. Rather, it provides highly individualized services directly to consumers. ACT recipients receive the multidisciplinary, round-the-clock staffing of a psychiatric unit, but within the comfort of their own home and community. For homeless clients, this can mean providing services on the streets or in shelters. To have the competencies and skills to meet a client's multiple treatment, rehabilitation, and support needs, ACT team members are trained in the areas of psychiatry, social work, nursing, substance use, and vocational rehabilitation. (This definition is excerpted from the National Alliance for the Mentally Ill, www.nami.org).
- Graduation Beds or Next Step Housing.** Graduation beds or Next Step housing refers to a strategy where residents of permanent supportive housing with 24/7 front desk support with intensive services, who no longer need high-intensity services of their existing building, and who want greater independence, are given the option (and often assistance) to move into permanent affordable housing with less service supports. These clients will be supported throughout the shift to new housing and provided services on an as needed basis. Graduation units facilitate the movement of persons/households to less service-intensive housing when they are ready to take that step, thereby freeing up a new permanent supportive housing unit for a new homeless household with intensive support needs.

- c. **Harm Reduction.** Harm reduction is a set of practical strategies that reduce the negative consequences associated with drug use, including safer use, managed use, and non-punitive abstinence. These strategies meet drug users "where they're at," addressing conditions and motivations of drug use along with the use itself. Harm reduction acknowledges an individual's ability to take responsibility for their own behavior. This approach fosters an environment where individuals can openly discuss substance use without fear of judgment or reprisal, and does not condone or condemn drug use. Staff working in a harm reduction setting work in partnership with tenants, and are expected to respond directly to unacceptable behaviors, whether or not the behaviors are related to substance use. The harm reduction model has also been successfully broadened to reducing harms related to health and wellness as well as many other issues.
- d. **Homelessness prevention.** A set of strategies intended to assist people who are living in an unstable housing situation or facing a short-term housing crisis to remain in their current housing and not become homeless. Strategies include such things as outreach, information and referral, financial assistance, money management counseling and sometimes case management.
- e. **Housing First.** Housing first is a philosophical approach to permanent supportive housing that supports the direct provision of permanent housing to people who are homeless without a "housing readiness" test. There is no requirement that a household spend time in a shelter or graduate from a transitional housing program in order to receive permanent supportive housing, as above. In order to achieve "housing first", such housing must remove screening barriers, screen in many households that have traditional barriers to renting, and remove certain tenancy rules that present barriers, such as a clean and sober requirement.
- f. **Rapid Re-Housing.** Rapid re-housing is a program for individuals and families who are experiencing homelessness and need temporary assistance in order to obtain housing. The goal is to house households as quickly as possible, and provide an appropriate level of support to help them retain housing permanently. These households have often experienced a temporary, sometimes severe, housing crisis that has de-stabilized their lives. They may have other service needs, sometime intense, but the Rapid Re-Housing services will focus more narrowly on housing stability. The intensity and duration of assistance will depend on the household's prior experience in housing, and the status of their housing stability plan, but services are not long-term. Most households are able to achieve stable housing relatively quickly, even if longer-term or specialized assistance is needed from other community based resources.
- g. **Recovery Based Services.** Recovery based services in housing help provide opportunities to increase household income and financial stability in order to allow for movement out of a subsidized housing resource in the future (so that housing units can be freed up for other households in need).
- h. **Voluntary Services.** Flexible services designed primarily to help tenants maintain housing. Voluntary services are those that are available to but not demanded of tenants (one's housing is

not dependent on participation in services), such as service coordination/case management, physical and mental health, substance use management and recovery support, job training, literacy and education, youth and children's programs, and money management. While services are not a condition of tenancy, providers may employ motivational interviewing and other techniques to engage clients in services.